



DOWNLOAD



## Computer Application-Windows 7 Office 2010 Chinese Version

By CONG SHU WEI HUI ZHU

paperback. Book Condition: New. Ship out in 2 business day, And Fast shipping, Free Tracking number will be provided after the shipment. Pages Number: 343 Publisher: Tsinghua University. Pub. Date :2011-4-1. Under the new book. work process-oriented teaching writing. For ease of teaching. this book will break down the teaching content to every class. through the lectures. classroom exercises. reading and after-school thinking four aspects of the implementation of teaching. The book has 10 chapters and 34 lessons. The first four chapters introduce the windows 7 and office 2010 basic knowledge related; 5 to 9 describes office2010 common components to each component in a chapter describes all aspects from the power of each component; final chapter for the office2010 integrated application. explain how to use word 2010 production of manual documents the use excel2010 production of customer satisfaction survey pivot table. using powerpoint 2010 production of new product promotion programs. making presentations and using access2010 Customer Data database. each class is two standard hours. a total of 90 minutes the content is recommended for a total semester hours. 4 hours per week. can be divided into two semesters teaching this book can be used as computer literacy in higher vocational schools...



**READ ONLINE**  
[ 5.77 MB ]

### Reviews

*This ebook is wonderful. I could comprehended every thing out of this created e ebook. I am just effortlessly can get a satisfaction of reading a created pdf.*

-- **Federico Nolan**

*This ebook could be worthy of a read through, and far better than other. I am quite late in start reading this one, but better then never. I realized this publication from my dad and i advised this publication to learn.*

-- **Stefan Von**